

Creating Web Pages with Netscape/Mozilla Composer and Uploading Files with CuteFTP

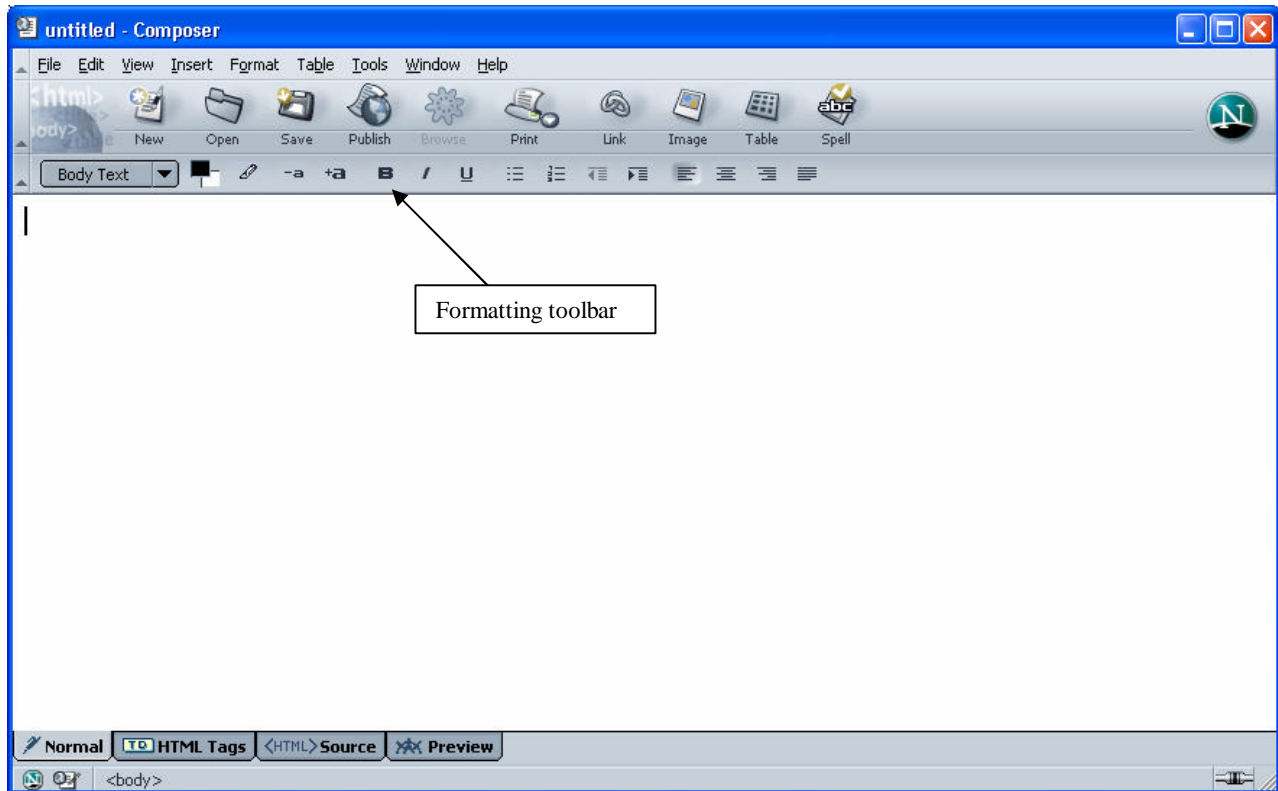
Introduction

This document describes how to create a basic web page with Netscape/Mozilla Composer and how to publish it on the Bruin Online web server with CuteFTP. The screenshots show the PC version 7.1 of Netscape and CuteFTP 6.0. Netscape Communicator can be downloaded for free at <http://www.netscape.com>. The free version of Mozilla is available at <http://www.mozilla.org>. Free trial PC and Mac versions of CuteFTP can be downloaded at <http://www.cuteftp.com>. The layout of other versions or on other operating systems may differ.

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Putting Text on a Web Page

Below is what Netscape Composer looks like when started on a PC. You may begin typing any text you wish to appear on your web page.

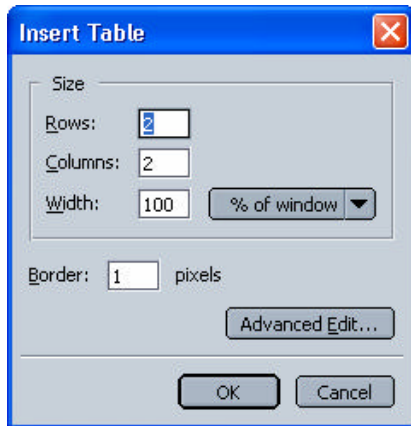


Similar to a word processor, the formatting toolbar allows you to change character attributes like size, color, bold, etc., as well as paragraph attributes like alignment and indentation.

The tabs at the bottom of the page let you switch between different views. In this tutorial we will only be using the “Normal” view. The “Preview” view lets you see the page exactly as it will appear on the web once you publish it, and if you know HTML and wish to insert code or view the source of your current document, you can do so by clicking on the “<HTML> Source” button.

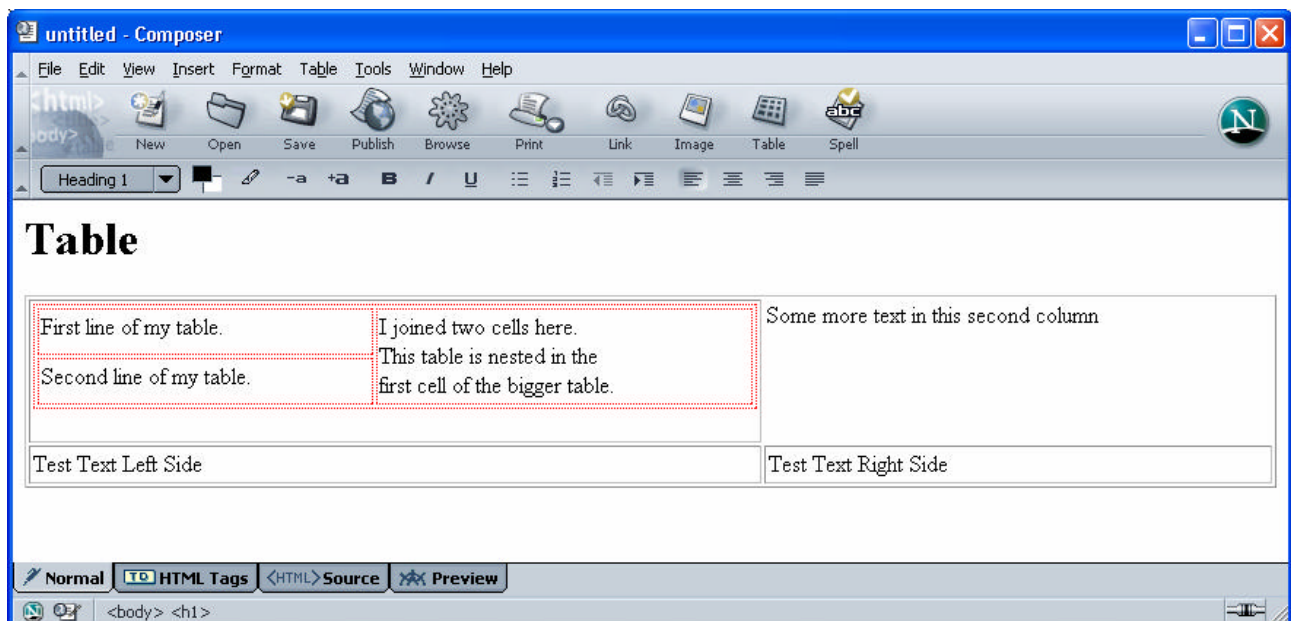
Designing your Web Page with Tables

One convenient way to organize the layout of your web page is by using tables. Clicking on the “Table” button will open this window:



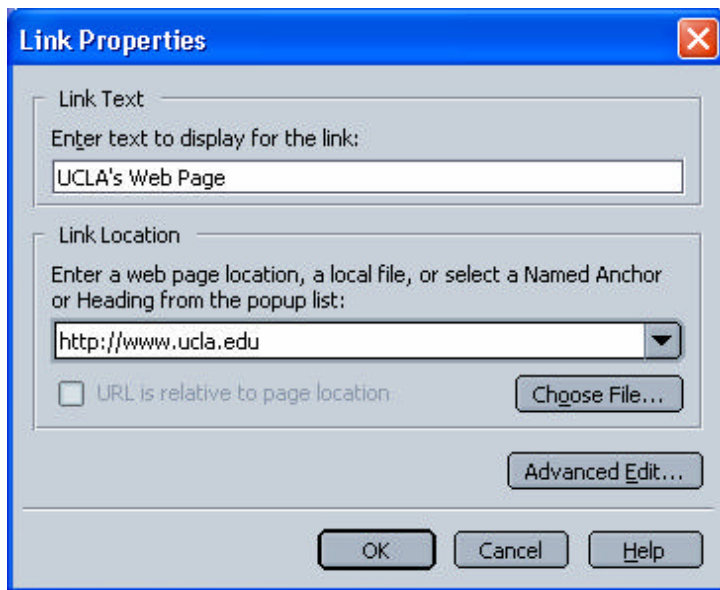
Specify the size of your table. You can specify the width either in % of window or in pixels. Keep in mind that the resolution of the monitor you are using might not be the same as the person looking at your web page later, so go with “% of window” unless you are sure about the correct pixel sizes. The “Advanced Edit” button allows you to further customize HTML attributes of your table.

Note that you can create tables within tables; however, you have to use the menu “Table? Insert? Table” as clicking the “Table” button while you are inside a table will bring up that table’s properties. Below is an example of several tables nested within each other.



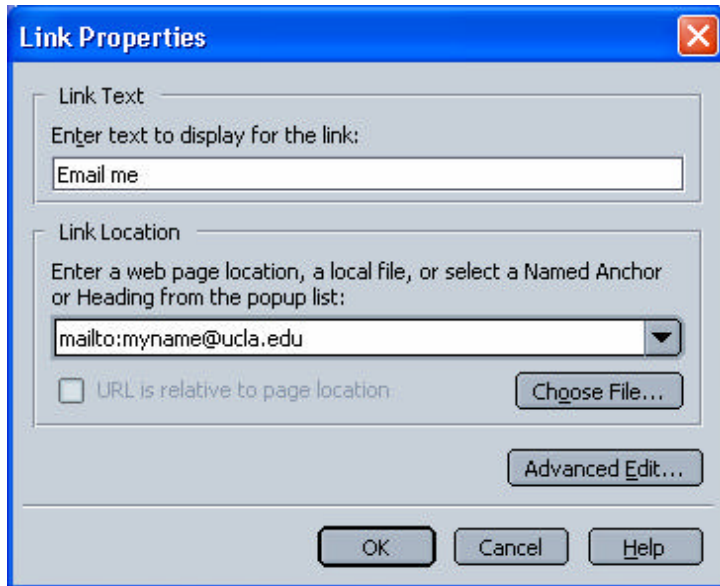
Inserting Hyperlinks

You will probably want to refer people browsing your page to other pages of interest on the web (or on your site). To do this, you create a hyperlink. You need to know the URL (the “address”) of the web page and also to decide what the text of your hyperlink would be. For example, you could link to the UCLA Homepage and name the link “UCLA’s Web Page”. To do this, click on the “Link” button. A menu will pop up. Enter the text to display and the address of the link in the appropriate fields. For the above example, it looks like this:



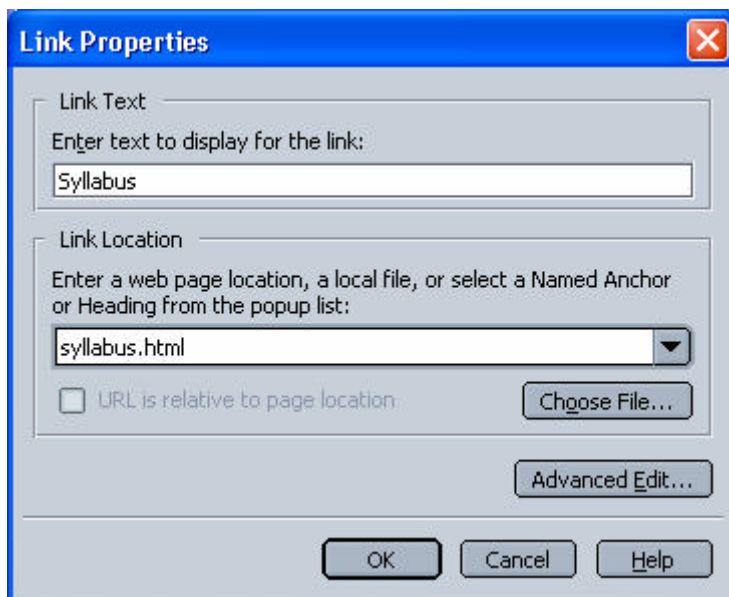
Note: You may be used to omit the “http://” when you type in addresses in your web browser. However, when creating a hyperlink, you have to include it since otherwise the web browser will search for a page named “www.ucla.edu” in the current directory.

To create an email link for people to email you from your page, use the “mailto:” prefix:



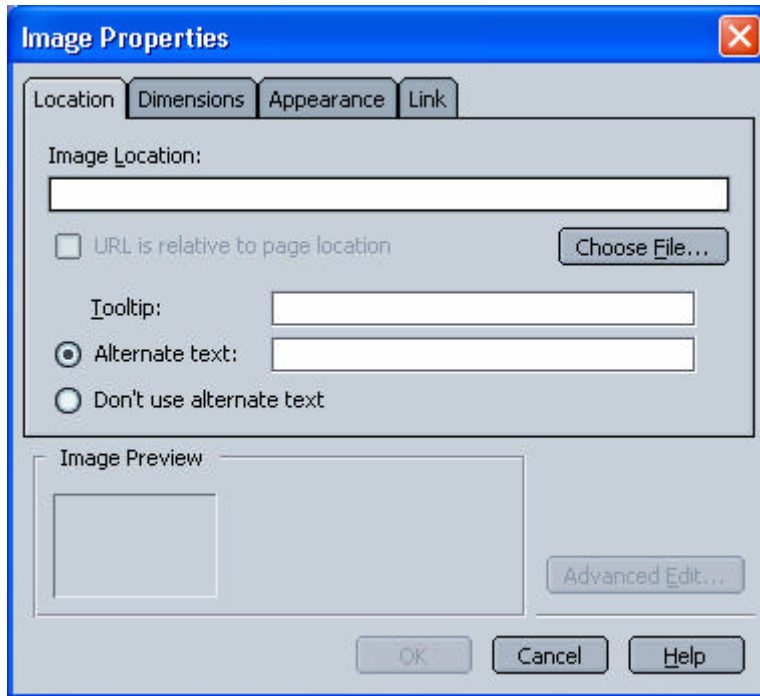
Replace “myname@ucla.edu” with your own email address.

To refer to pages in the same directory as the page you are linking from, just type the name of the page without any path in the link location. For example, suppose you have a page called “index.html” and a page called “syllabus.html” in the same directory on your web server. To refer from your index page to your syllabus page you would create the following link:



Inserting Images

To insert an image, click the “Image” button.



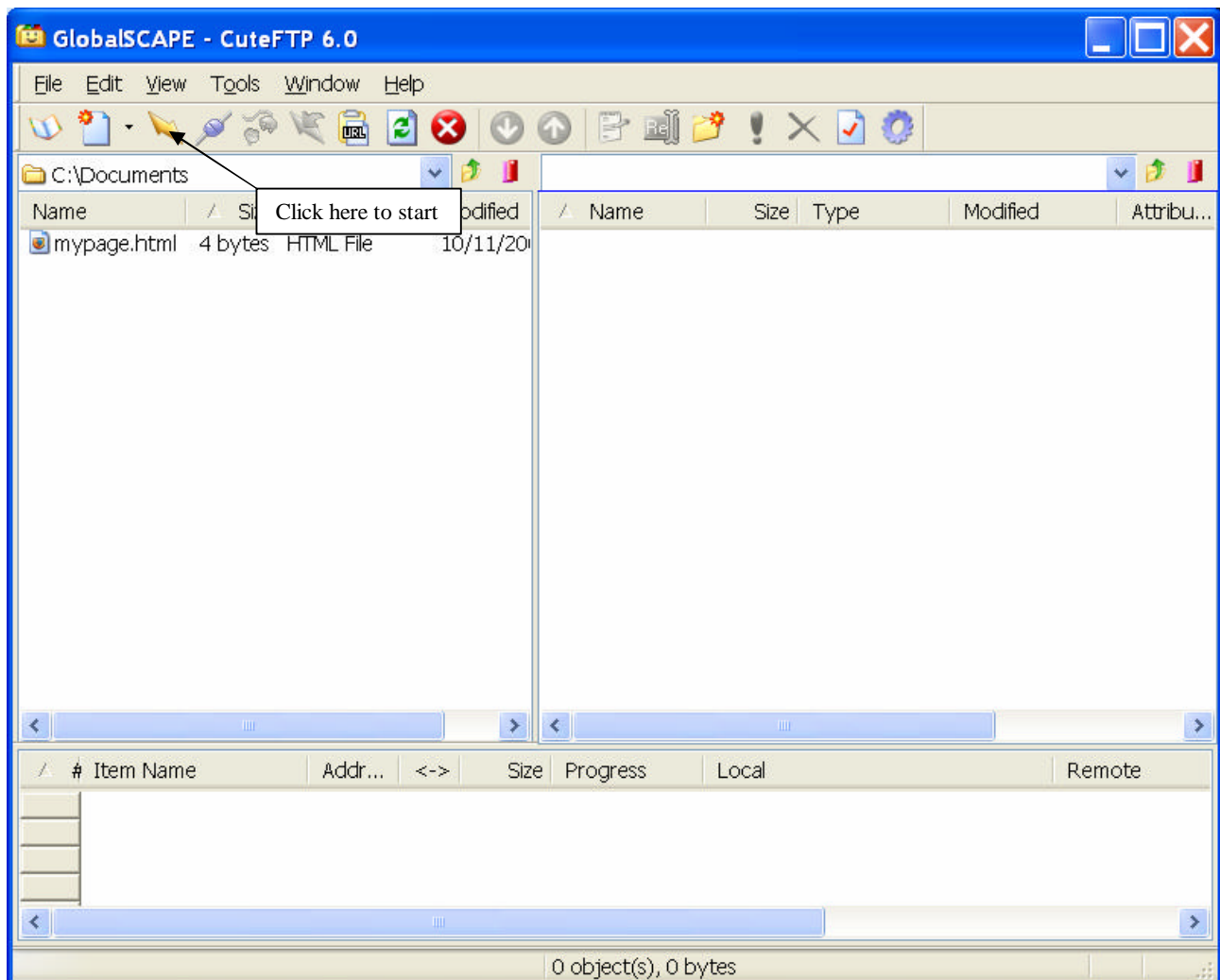
If the image you would like to display is already on the web, you can type its location in. If you want to use an image from your hard disk, use the “Choose File” button. If you would like text displayed when the person viewing your page moves their mouse over the image, enter it under “Tooltip”. If you would like text to display in case the image doesn’t download correctly or the user has images turned off, you can enter it under “Alternate Text”.

Publishing Your Page on the Web

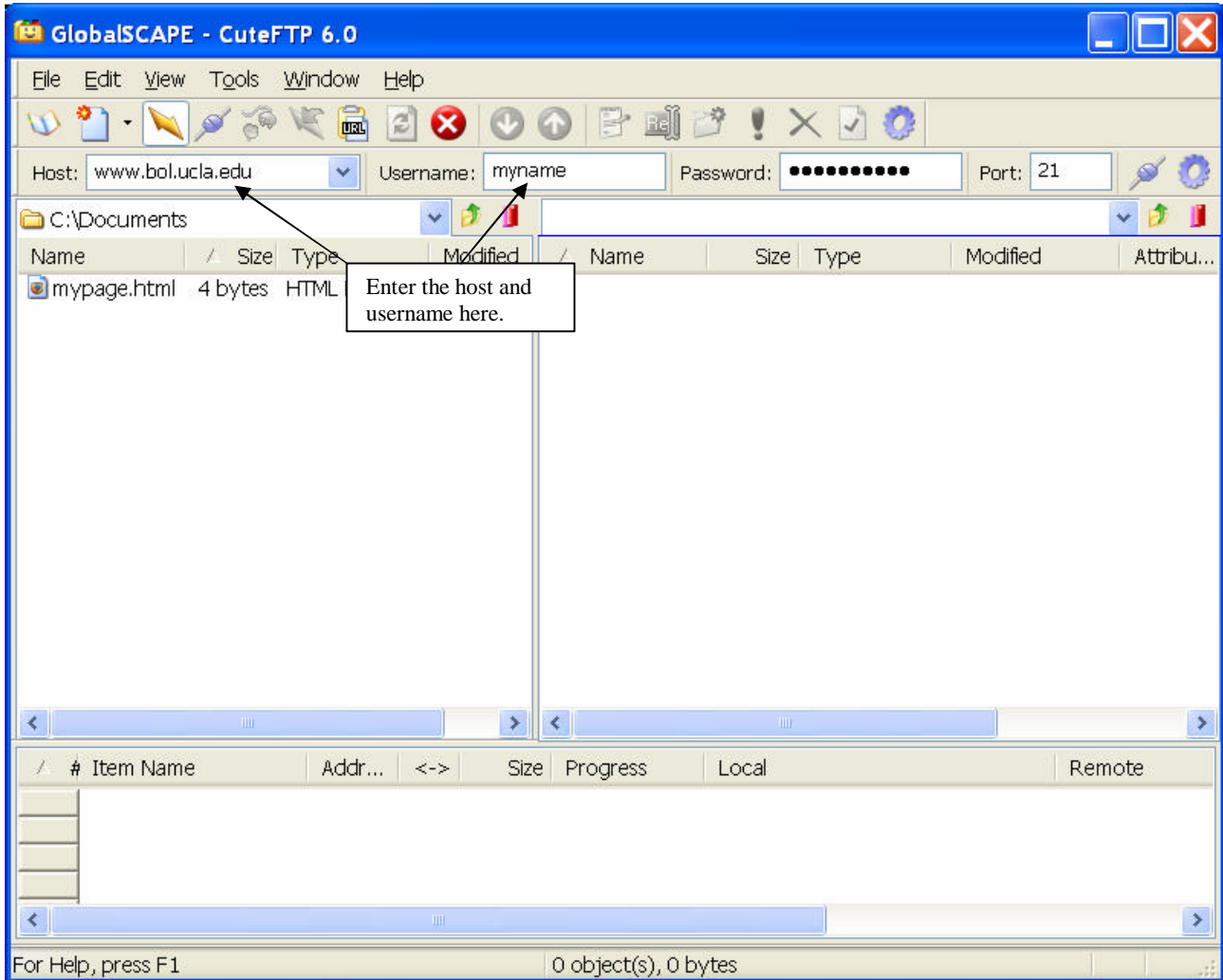
In our example below, we assume that you are using a Bruin Online account. If you use different web space (through your department, an internet service provider, etc.) you will need to replace the location below with the appropriate address.

As of fall, 2004, Bruin Online doesn't support publishing your page through Netscape directly, so you will need a separate FTP (File Transfer Protocol) program to upload it. In this tutorial, we are using CuteFTP to upload the page.

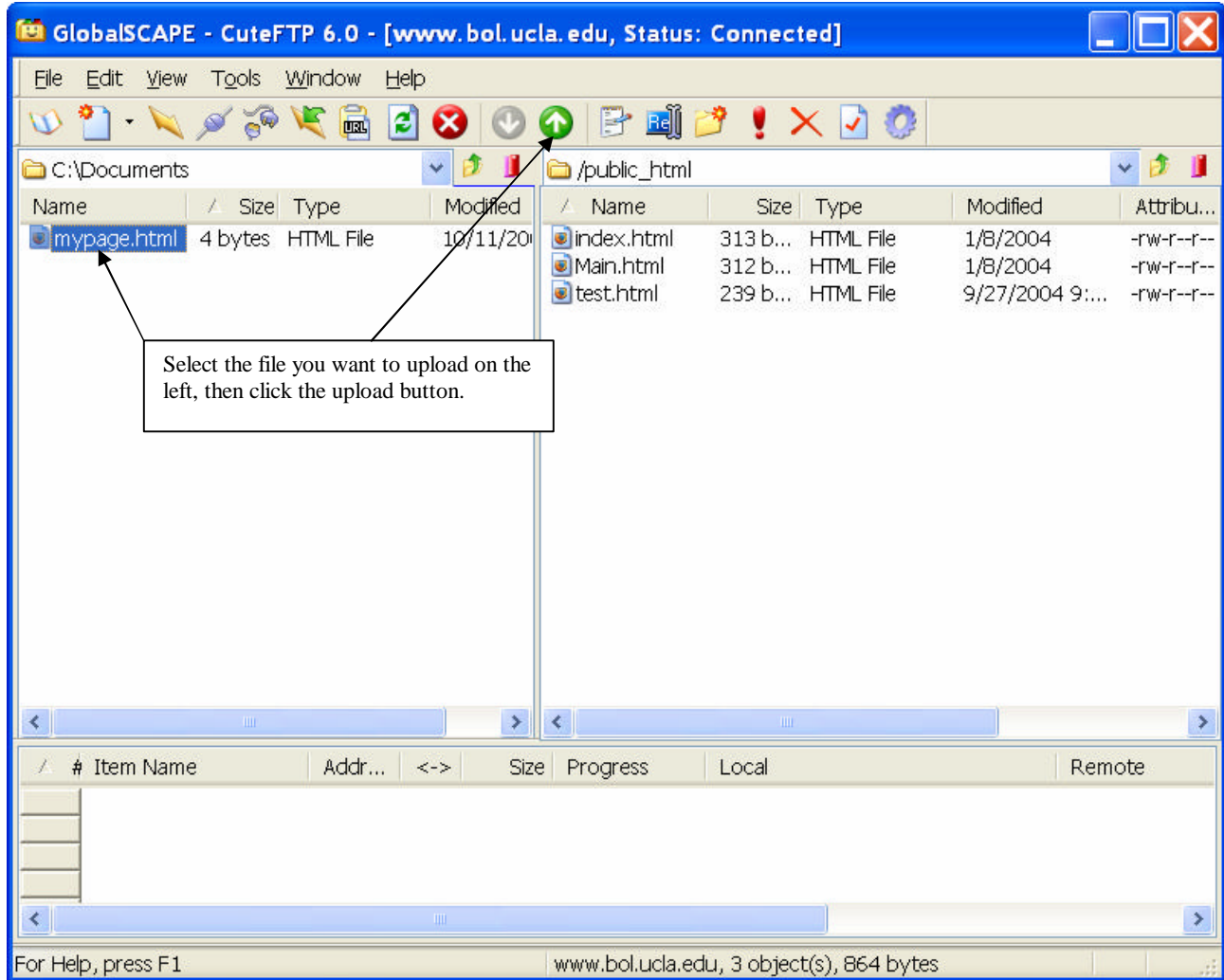
When started, this is what CuteFTP looks like. Click on the Quick Connect icon to start.



Then enter the information as below. Replace “myname” with your BOL user name.



Once you are connected to the BOL server, select the file(s) you want to upload on the left side (your computer) and click the upload button. The right side shows your web directory on the BOL server; make sure you are inside the “public_html” directory.



Note: The first page that you want people to see when they access your site is usually called “index.html” (a few web servers use “default.html” instead). This allows users to only type in your web site’s address while omitting the page name, i.e. in the above example they could just type “http://www.bol.ucla.edu/~myname” instead of “http://www.bol.ucla.edu/~myname/index.html”.

If you have any images on your page be sure to upload those as well.

That’s it; you can now view your web page!

Links and Resources

Here are some resources that may help you with building your web page.

Office of Instructional Development, UCLA

<http://www.oid.ucla.edu>

A number of programs at OID have posted resources regarding the use and incorporation of technology in the classroom. A good place to start at is the Technology TA Consultants program, which is part of UCLA's TA Training program.

TA Training Program

<http://www.oid.ucla.edu/tatp>

Bruin OnLine

<http://www.bol.ucla.edu>

Every registered UCLA student has access to a free BOL account, which includes 15 MB of email storage and 5 MB of web space on the Bruin OnLine web server.

Web Developer's Virtual Library

<http://wdvl.com>

This is a site for learning about web page construction, design, and web programming. Includes advanced topics like Java, Perl Script, Flash, etc. Suitable for beginners and advanced users.

Web Style Guide

<http://www.webstyleguide.com>

This site focuses on the designing aspect (as opposed to the how-to) of web pages. It has all kinds of useful topics like legibility on web pages, "browser-safe colors", graphic file formats, etc.

Educational Web Design

<http://www.oswego.org/staff/cchamber/webdesign/edwebdesign.htm>

This site contains a lot links to tutorials, resources and examples of web pages used in education. Although a lot of the examples focus on K-12 education, there is a lot of information useful to university instructors as well.